

Embassy of the United States of America



Islamabad, Pakistan
Date: August 10, 2023
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To: Offeror

Request Number: PR11535686

From: International Narcotics and Law Enforcement Pakistan
Procurement Department
US Embassy
Diplomatic Enclave, Ramna 5
Islamabad, Pakistan

E-mail: HamidN@state.gov, yousaftz@state.gov;

Phone: 92-51-2015851

Subject: Request for Price Quotation – Sedan Cars

- A. The Embassy of the United States of America in Islamabad has a requirement of six (06) units of new right hand drive Sedans Cars with standard accessories. The minimum specifications of the vehicles are given below:

S/No	Item Description	Quantity	Unit Price (in PKR)	Total Price (in PKR)
1	New latest model right hand drive Sedan Cars, Petrol 1500cc and with standard accessories. Only Honda City Aspire 1.5LAS CVT	06-Each		
Grand Total Price				

Minimum Specifications – Honda City Aspire 1.5LAS CVT Sedan Cars, Petrol

The Pakistan specifications Sedan Cars, Petrol, shall meet the following minimum specifications:

Seating Capacity	:	Five (05) Persons
Engine	:	16-Valves 4 Cylinders, 1500cc, Petrol
Transmission	:	5-Forwards and 1-Rverse Automatic (CVT)
Steering	:	Factory built right-hand drive, Electric Power Steering
Doors	:	Four (4) doors
Ground Clearance	:	171.88mm
Fuel Tank Capacity	:	40 Liters
Anti-Lock Breaking System	:	ABS
Tire Size	:	175/65R15
Keyless Entry	:	Smart Entry
Push Start	:	Yes
Auto Air Conditioner	:	Yes
Cruise Control	:	Yes
Retractable Door Mirrors	:	Yes
Dual SRS Airbags	:	Driver + Front Passenger
. Color/Paint	:	Four (4) units in White color Two (2) units in Black color
Miscellaneous	:	All instruments and gauges shall be graduated in metric system with description in English language; Seat belts for 5-Passengers. Rearview exterior mirror on both sides and inside the cabin; Android Touch Screen with 3D Support Navigation, SIM Slot, USB/AUX connectivity, Tune-in Internet Radio, Bluetooth, WiFi & Smart Phone Connect. Lockable fuel tank cap Two (02) keys for each function

One (01) Warranty service booklet
One (01) Owner's manual

Note: All manual and literature shall be in the English/Urdu languages.

DELIVERY SCHEDULE

The offeror shall propose a binding delivery schedule for vehicles to the final destination in Islamabad, Pakistan. The delivery schedule shall be expressed in calendar days based on the date of the order award.

WARRANTY

The offeror shall provide with its offer the detailed warranty provisions that will be applicable for the subject vehicles in Pakistan.

AFTER SALES SERVICES

The offeror should have a complete setup within Pakistan to provide facility for repair, maintenance & spares of the offered vehicles specifically in Islamabad and Punjab province.

Technical Acceptability:

The proposed vehicles shall meet all the technical specifications and the delivery terms contained herein. The offerors shall provide with their proposal, at a minimum, existing product literature to substantiate the acceptability of their offered products. In addition, the offerors shall provide for the proposed vehicles models, the following documentation and information for technical evaluation:

- (A) Available color schemes.
- (B) Data detailing their maintenance and repair service network in major cities of all provinces of Pakistan and their ability to respond to emergency repairs.
- (C) Data detailing the availability of spare parts ex-stock from independent parts dealers in Pakistan.
- (D) Data detailing the availability of expert knowledge required to maintain and repair the vehicles at local workshops in Pakistan.
- (E) Details of warranty provisions available in Pakistan and complete contact information of the 3S-dealerships in Pakistan where the warranty of the vehicles can be claimed.
- (G) Compliance with specifications, the offerors shall submit a detailed matrix for the proposed vehicle model indicating that the specifications of the offered vehicle are in compliance with the minimum requirements. Any deviations to the required minimum requirements shall be clearly stated in the remarks column of the matrix.

CUSTOMS CLEARANCE AND TAX EXEMPTIONS

a) **Customs Clearance:** The U.S. Government will be responsible for obtaining customs clearances and tax exemption certificate, or paying customs duties, for the imported vehicle. The vehicle shall be shipped in the name of INL-P, American Embassy, Islamabad, Pakistan. The offeror shall provide scanned copies of shipping documents (Bill of Lading, invoice, packing list and etc.) as the vehicle is shipped.

(b) **Taxes and duties on vehicle assembled or manufactured in Pakistan:** The U.S. Government will be responsible for obtaining tax exemption certificate for sales taxes and duties on locally assembled or manufactured vehicle. The offeror's manufacturer shall be responsible for filing and obtaining zero rated letter from the appropriate authorities of the Government of Pakistan on behalf of the U.S. Government.

Delivery: The vehicles are to be delivered in Islamabad, Pakistan. Please provide earliest possible delivery schedule, warranty terms and after sales services for the vehicles in your quote. A binding delivery schedule shall be submitted by the vendor.

Inspection & Acceptance: A U.S Government representative will inspect the products delivered to determine the quality and acceptability. Substandard products and work shall be notified to vendor.

Payment: Payment will be made through Electronic Funds Transfer (EFT) into Company's bank account within thirty (30) days after delivery and acceptance of the vehicles and upon submission of legitimate invoice to Financial Management Center (FMC), U.S Embassy, Islamabad.

SUBMISSION OF INVOICE:

Each invoice shall include vendor invoice number, purchase order/contract number, date issued, brief description of supplies/services provided, quantities, unit, and total price, and signed by the signing authority.

Invoices must be routed to:

1. One original invoice in .pdf format to the Financial Management Center to IslamabadFMC-Invoice@state.gov
2. One copy clearly marked "DUPLICATE Copy for INLP – Islamabad-INLP-Procurement@state.gov

Although email is the preferred method, invoices may also be submitted by mail (do not send electronically if you mail the invoice to the following address to avoid duplication):

Financial Management Officer (FMO)
US Embassy, Diplomatic Enclave
Ramna-5, Islamabad, PAKISTAN

For payment related queries, contractor will contact Financial Management Officer (FMO) IslamabadFMC-Invoice@state.gov.

CONTRACT CLAUSES

FAR & DOSAR (attached) clauses will apply to this Procurement. These clauses can be accessed through following link:

FAR 52.252-2 Clauses Incorporated by Reference (FEB 1998)

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

<https://www.acquisition.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.html>.

- 52.204-24 REPRESENTATION REGARDING CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT (OCT 2020)
- 52.204-26 COVERED TELECOMMUNICATIONS EQUIPMENT OR SERVICES REPRESENTATION (OCT 2020)
- 52.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEM (DEC 2022)
- 52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (MARCH 2023)
- 52.243-1 CHANGES-FIXED-PRICE
- 52.249-2 TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (FIXED PRICE) (APRIL 2012)

Submit Quotation with zero rated/sales tax and all kinds of tax-free price.

Offer Due Date:

1. Please submit your quote **on or before August 31, 2023**, to INL, Procurement Section, U.S. Embassy, Diplomatic Enclave, Ramna-5, Islamabad or via Email to following email addresses:

HamidN@state.gov

yousaftz@state.gov

No quote will be acceptable after the due date.

2. Please prepare a quotation on your company letterhead in accordance with the requested details of this RFQ.
3. Please provide reference of our **Request Number PR11535686** in all your correspondence regarding this RFQ.